

Minutes
Board of Library Trustees Meeting
November 09th, 2017
Jacksonville Public Library
303 North Laura Street

Present:

Ronnie King II, Chair
Tim J. Anderson, Vice-Chair
Sybil Ansbacher, Foundation Liaison
Guy K. Anderson, Trustee
Jill Dame, Trustee
Carlo Fassi, Trustee
Marc Hardesty, Trustee
Charlie Kleeman, Trustee

Absent:

Dr. Bill Mason, Trustee
Mario Payne, Secretary
Jackie Perry, Trustee
Gerald Reid, Trustee

Staff:

Jennifer L. Giltrop, Interim Director
Mark Merritt, Deputy Director,
Administration & Finance
Richard Mott, Manager, Strategic
Initiatives,
Chris Boivin, Assistant Director,
Community Relations and
Marketing
Julie McNeil, Assistant Director,
Public Services
Gretchen Mitchell, Assistant Director,
Support Services
Keli Likins, Region Manager,
Southeast Region
Sara Roberts, Region Manager,
Main/Urban Region
Michael Sullivan, Interim Assistant
Director, Facilities
Andrew Herron, Executive Assistant
to Director

Others Present:

Dr. Brenda R. Simmons-Hutchins,
Trustee
Hon. Jim Love, Board Liaison, City
Council
Tia Leathers, Duval County Public
Schools
Jim McCain, Assistant General
Counsel
Jamie Self, Executive Director,
Jacksonville Public Library
Foundation
Margaret Smith, Friends of the
Jacksonville Public Library
Virginia Maxted, Friends of the
Beaches Library
Sharon Coon, Friends of the
Brentwood Library
Melvin Turnage, Friends of the
Brentwood Library

1. Call to Order and Introductions

Board Chair Ronnie King called the meeting to order shortly after 12:00PM. A quorum was present. He welcomed Trustee Carlo Fassi, who had just been confirmed for Board service.

2. Honors and Recognition

Chair King and Interim Director Jennifer Giltrop honored Dr. Brenda R. Simmons-Hutchins for her recently concluded service as Board Member and her distinguished tenure as the Board's first African-American Chair, dedicating a copy of *Their Eyes Were Watching God* into the collection in her name. Dr. Simmons-Hutchins thanked those present for their support.

Chair King and Interim Director Giltrop presented Tammy Billings, Library Clerk at the Main Library, with JPL's Employee of the Quarter Award for her strong leadership and teamwork skills. They also presented awards for meritorious service to: Kim Bennett for her work on the Argyle Library's summer teen learning program, Margo Crafton for her work to improve the quality and quantity of adult programming at the Mandarin Library, Rebecca Hatfield for her work to engage customers and co-workers at the Regency Library, Crystal Kadkhodaie for her work on storytimes at the San Marco Library, Laura Minor for her work as head of Special Collections on the recent unveiling of a rediscovered Augusta Savage sculpture, Michael Sullivan for his work covering the position of Assistant Director of Facilities until a replacement is hired, and Sara Radovic, Don Carpenter, Stephanie Boilard, Gary Ammons, Nancy Swaine, Greg Royce, Joanna Nigrelli, Corey Scott, Anthony Villareal, Jay Brasfield and Amanda Whaley for their work on the Main Library's solar eclipse programs on August 19th.

2. Approval of Minutes

Trustee Jill Dame moved to approve the Library Board Minutes of August October 12th, 2017.

Trustee Tim Anderson seconded the motion. Approved.

3. Chair's Report

Chair King discussed recent and upcoming events of relevance to the Board: The mayor has nominated Ms. Celia Nass, Senior Accountant for Southeastern Grocers, to join the Board. Chair King and Interim Director Giltrop presented the case for State Aid to the Duval Delegation of State Senators and Representatives in early November. He thanked Board Members and Friends who represented JPL at the Southeast Regional Library's 20th anniversary on October 21st and at the reopening of the Brentwood Branch Library on October 30th.

4. Interim Director's Report

Interim Director Jennifer Giltrop summarized her Interim Director's Report, which was provided to trustees in written form: The library continues speaking with stakeholders about the development of the forthcoming Oceanway library, for which conceptual development funds were appropriated in the city's FY 2018 budget. Career Online High School has resumed its third year, compliments of JPL, despite no longer being funded through the state. Interim Director Giltrop stressed the sizable economic savings a society realizes from making high school diplomas available. Four library locations served as FEMA disaster registration sites in October.

5. Committee Reports

- a. **Governance Committee** - Trustee Charlie Kleeman reported on the most recent meeting of the Board's Governance Committee, at which action items were discussed. (See New Business, below.) The committee also heard an appeal of trespass, which it will continue to hear in the coming month.

- b. **Finance Committee** – Trustee Tim Anderson reported on the most recent meeting of the Finance Committee. The committee considered ways to advocate for remedies to salary inequities between full time and part time employees, which have been exacerbated by recent developments in civic compensation.
- c. **Library Director Selection Committee (ad hoc)** – Chair King reported on the most recent meetings of the Library Director Selection Committee. The committee has now conducted in-person interviews with all three finalists for the position of Library Director – Jennifer L. Giltrop of Jacksonville Public Library, Amanda Jackson of Gadsden Public Library (Alabama), and Tim Rogers, formerly of Metropolitan Library System (Oklahoma City). The committee has decided to deliberate one last time before bringing forward a final recommendation to the Board at its December 14th meeting.
- d. **Committee on Capital Improvements (ad hoc)** – Trustee Guy Anderson continues working with Interim Director Giltrop and others to keep stakeholders informed and involved in conceptual development for the upcoming Oceanway Library.

Foundation Report – Foundation Liaison Sybil Ansbacher and Foundation Director Dr. Jamie Self reported on preparations for the Foundation’s Library of the Year event, scheduled for the night of this meeting.

6. Old Business – None.

7. New Business –Annual Plan of Service

In order to define the library’s annual objectives under its Strategic Plan (approved previously by the Board) and to comply with requirements for State Aid,

Trustee Charlie Kleeman moved to approve the library’s proposed Annual Plan of Service for FY 2018.

Trustee Sybil Ansbacher seconded the motion. Approved.

8. Trustee Comments

Trustees shared details of their recent Board-related activities.

9. Mayor’s Office and Ex-Officio Reports

City Council Member Jim Love, for future reference, reminded those present of the importance of speaking with [Finance] Committee Members of the City Council in its advocacy. Tia Leathers of Duval County Public Schools discussed upcoming programs sponsored by DCPS.

10. Friends Reports

Friends groups shared their recent and upcoming activities.

11. Adjournment

The meeting was adjourned.

APPROVED BY THE BOARD OF LIBRARY TRUSTEES 12/14/17.